

## ***Permit Requirement for Accessibility Violations***

### **PURPOSE**

To provide guidelines for verifying compliance of accessibility violations.

### **GENERAL**

The Permit & Resource Management Department (PRMD) has a mandatory responsibility to enforce accessibility compliance with applicable state regulations. PRMD Policy and Procedure 7-0-9 outlines the procedure for processing and enforcing non-compliant features. This policy establishes permit requirements for noticed accessibility violations.

State accessibility regulations are specified in Chapter 11A through 11C of the California Building Standards Code. Contained within these regulations are many components that clearly require building permits and some components that would not normally require permits. Some examples of items that would not normally require building permits are repainting stripes on existing parking lots, replacing interior customer counters or replacing door hardware.

In order to verify compliance of accessibility violations identified per PRMD Policy and Procedure 7-0-9, permits and subsequent inspections will be required.

### **AUTHORITY**

A. California Code of Regulations, Title 24, Part II

### **PROCEDURE**

Permits will be required to address all non-compliant accessibility features. Plumbing permits will be required to address plumbing fixtures, grading permits will be required to address site and grading issues and building permits will be required to address all other accessibility issues.

All accessibility compliance permits shall be issued as B-BLD permits with plans required. If non-compliant features are limited to toilet paper dispensers, lavatory faucets or door hardware, plan check may approve those permits with a standard detail features attached to the permit in lieu of plans. If a standard detail feature is approved, the detail shall be stamped and signed for field inspection use.

At minimum, accessibility compliance permits shall be issued for one hour inspection time or the minimum plumbing or electrical permit. Accessibility compliance permits should be issued on a

contract price basis and reviewed by the plan checker for the scope of work depicted on the approved drawings.

Regarding the imposition of civil penalties, accessibility compliance permits shall be treated as sub-standard housing. Investigation fees will be imposed on all accessibility compliance permits. If a complete application is submitted within 30 days of sending a violation notice, civil penalties shall not be imposed. Civil penalties may be imposed if an application is not submitted within 30 days or the work is not completed before the permit expiration date. The 30 day submittal date may be extended to accommodate the schedule of a licensed professional engineer or architect.

Inspections are required. Clients shall be instructed to request an accessibility compliance inspection once the work is complete, or the applicable rough-in inspections if the repairs work warrants.

**Approved by:**

/s/ Pete Parkinson

Pete Parkinson, Director

Lead Author: Ben Neuman

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